

Carson City

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MAR 09 2009

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CHECK SHEET

A FINALIZED GRANT MUST INCLUDE THE FOLLOWING

- ☒ Application Title Page (original signatures)
- ☒ Goals
- ☒ Objectives
- ☒ Line item budget
- ☒ Budget narrative (detailed)
- ☒ Certified Assurances (original signatures)
- ☒ Compliance Certification (original signature)
- ☒ One original of the completed application
- ☒ Copy of the LEPC meeting minutes stating review and approval of the FY10 SERC grant application

INCLUDE THIS COMPLETED FORM WITH THE GRANT APPLICATION

RECEIVED

MAR 09 2009

State Emergency Response Commission
2621 Northgate Lane, Suite 10, Carson City, NV 89706
(775) 687-6973 Fax: (775) 687-8798

Nevada
SERC

Application Title Page**Applicant**

Agency: CARSON CITY LEPC Address: 777 S. Stewart St.
City: Carson City Zip: 89701 Phone No. 775-887-2210
FAX No. 775-887-2209 E-mail Address: SGiomi@ci.carson-city.nv.us
Name of LEPC
Chair: R. Stacey Giomi
Fiscal Officer: R. Stacey Giomi Phone No: 775-887-2210 Fax No.: 775-887-2209

Budget Summary:

Planning	Training	Equipment	TOTAL
\$	\$	\$18,883.00	\$18,883.00

LOCAL EMERGENCY PLANNING COMMITTEE APPROVAL:

On behalf of the Local Emergency Planning Committee I certify this body has reviewed the grant application and agree to abide by the Federal and State procedures which are related to the acceptance of funds.

R. Stacey Giomi
(Signature LEPC Chair)

3/3/09
Date:

GOVERNING BODY APPROVAL: (i.e. County Commissioner, County Manager)

The Local Emergency Planning Committee has the approval to apply for funding through this grant.

[Signature]
(Signature)

3/4/09
Date:

Lawrence Werner, City Manager
Lawrence Werner City Manager
(Print Name & Title)

**CARSON CITY LEPC
FY 2010 SERC PLANNING, TRAINING AND EQUIPMENT
GRANT APPLICATION**

SUMMARY OF PAST YEARS

Over the past two years, the Carson City LEPC has been primarily involved in maintaining the readiness of the Quad County Haz-Mat Team. This has included the participation in ten interagency drills designed to improve and maintain skills as well as to deliver the latest information pertaining to new equipment and procedures.

The Carson City LEPC continues to utilize available funding to deliver federally mandated National Incident Management System (NIMS) training to necessary city personnel, including law enforcement, public works, and Emergency Operations Center staff. This is ongoing training due to personnel turnover and updating of standards. The Carson City Fire Department has a Training Captain who dedicates a significant amount of time providing training in the areas of Weapons of Mass Destruction (WMD), Incident Command System (ICS), and Hazardous Materials to department personnel and other city responders.

The Carson City LEPC participated in the Vigilant Guard 08 exercise that involved chemical spills, sheltering-in-place, and evacuations. Additionally, field interaction with the Civil Support Team (CST) was experienced twice in the month of December. This interaction provided valuable experience to both CST and Haz-Mat Team personnel. Additionally, the implementation of an evidence collection procedure was established to include a Memorandum of Understanding (MOU) with the Carson City Sheriff's Office and the Carson City Fire Department, as well as individual department SOPs.

This past year, the Team experienced three local haz-mat incidents—one mercury spill at Carson High School and two white powder incidents. These incidents allowed response personnel to evaluate their response and performance capabilities as well as potential future equipment needs.

Carson City added four additional technicians to the Team, which will better enhance Carson City's ability to respond locally and throughout the Quad County area.

FUTURE

The Carson City LEPC will continue to operate in the capacity mandated by state, federal, and local regulations, as well as to identify the future needs of the Quad County Haz-Mat Team.

The Carson City Fire Department will continue to provide training in haz-mat, NIMS, and other necessary related subject areas. This includes initial haz-mat awareness, operations, and technician/specialist training for all response and field personnel, as well as refresher training. Documentation of all training is maintained as required.

Maintaining the skill level of Haz-Mat Team members is a high priority and is a constant process. The identification and location of the equipment on the haz-mat response vehicle has been made more user-friendly through the process of cabinet labeling and temporarily relocating the apparatus to a more centrally located station. This overall goal is to develop a process to allow haz-mat technicians the ability to maintain familiarization and location of the equipment on the haz-mat unit.

During specialized chemical agent training for members of the Haz-Mat Team, it was identified that there was a specific need for specialized agent coverall Personal Protective Equipment (PPE). This would enable the Haz-Mat Team members to work for significantly longer durations utilizing an Air-Purifying Respirator (APR) during chemical and biological related incidents.

Access to data pertaining to chemicals in the field is primarily accomplished through wireless internet. The capabilities of the laptop computer will all but eliminate the current limitations presently being experienced.

SECTION 1 – GOALS

Goal No. 1

The first goal of the Carson City LEPC is to provide response personnel with the tools necessary to conduct rapid visual assessment of a fixed site and transportation-based containers.

Goal No. 2

Provide additional transport decontamination capabilities for ambulances.

Goal No. 3

Purchase biotest detection test equipment cartridges.

Goal No. 4

Purchase twelve (12) chemical suits for the Quad County Haz-Mat Team vehicle.

Goal No. 5

Purchase a laptop computer for the haz-mat vehicle.

SECTION II – OBJECTIVES

Objective/Priority No. 1

Purchase a Bullard Thermal Imaging Camera. This would enable the LEPC to accomplish Goal No. 1.

Objective No. 2

Purchase Tiger Cat decontamination devices for remaining ambulance gurneys. This would enable the LEPC to accomplish Goal No. 2.

Objective No. 3

Purchase RAMP Biotest Detection Test Kits. This would enable the LEPC to accomplish Goal No. 3.

Objective No. 4

Purchase twelve (12) DuPont Tychem CPF 3 chemical agent protective coveralls. This would enable the LEPC to accomplish Goal No 4.

Objective No. 5

Purchase a Latitude E6400 Laptop Computer for use on our Haz Mat unit. This would enable the LEPC to accomplish Goal No. 5.

SECTION III – LINE ITEM BUDGET

Obj. No.	CATEGORY	DISCRIPTION	TOTAL REQUEST
1	Equipment	Bullard Thermal Imaging Camera (per standard equipment price list @ \$11,200), with shipping (\$20) 12,560	\$11,220.00
2	Equipment	Tiger Cat Contamination Assist Tables (three boxes of two @ \$401.00/box = \$1203.00) and Tiger Cat Liners (four boxes of three @ \$141.00/box = \$564.00), w/freight (\$20.39)	1,787.39
3	Equipment	Biomedical Corporation RAMP Biodetection Test Kits for Anthrax (\$650), Ricin (\$525), Botulinum (\$525), Pox (Smallpox) (\$650), and RAMP Training (\$425)	2,775.00
4	Equipment	Twelve DuPont Tychem CPF 3 HD Protective Coveralls (four @ \$151.05 each = \$604.20 and eight @ \$142.50 each = \$1,140.00), w/freight (\$34.92)	1,779.12
5	Equipment	Latitude E6400 Laptop Computer (per standard equipment price list @ \$1,300.62), with shipping (\$20.00)	1,320.62
		TOTAL	\$18,882.13

SECTION IV - BUDGET NARRATIVE

Equipment - Objective No. 1

The Carson City Fire Department proposes the purchase of a Bullard Thermal Imaging Detector. This purchase will better enable haz-mat response personnel to safely evaluate the storage level of fixed site and transportation storage containers. The ability to quickly determine container capacity from a distance was identified in training exercises as a gap we needed to fill.

Equipment - Objective No. 2

The Carson City Fire Department proposes to purchase six (6) Tiger Cat gurney decontamination devices (along with 12 liners). This purchase will place a Tiger Cat on the remaining ambulance fleet that currently doesn't have one in its inventory.

Equipment - Objective No. 3

The Carson City Fire Department proposes to purchase the test kits for the proper operation of its biodetection RAMP device. This is necessary to maintain field testing accuracy.

Equipment - Objective No. 4

The Carson City Fire Department proposes to purchase twelve (12) Tychem chemical agent hooded protective coveralls. This will enable Haz-Mat Team members to work for a long duration in safety by utilizing APRs instead of level "A" suits.

Equipment - Objective No. 5

The Carson City Fire Department proposes to purchase a laptop computer to be placed on the haz-mat unit. This will allow for current software to run at appropriate performance levels and allow technicians to access all available resources.

CERTIFIED ASSURANCES

**A COPY OF THESE ASSURANCES, IN ITS ENTIRETY, WITH ORIGINAL
SIGNATURES, MUST ACCOMPANY THE GRANT APPLICATION**

Upon acceptance of funding from the State of Nevada Emergency Response Commission (SERC), the lead governmental unit hereby agrees to the following Certified Assurances governing the awarding of funds.

- A) FINANCIAL REPORTS** – The grantee/sub-grantee agency is required to submit, at a minimum, quarterly financial reports to the SERC. Reporting must be made in accordance with all applicable federal, state, and local laws and regulations, and SERC Policies 8.5 and 8.6.

No expenditures or obligations will be eligible for compensation if occurring prior to the award period. All funds need to be obligated by the end of the grant period and expended by the final report date as stated in the grant award cover letter. Failure to submit proper reports pursuant to current policies may jeopardize future funding from the SERC.

- 1) Request for advance:** May be used only if expenses total over \$2,000.00 and is accompanied by a dated purchase order or quote.
- 2) Report on expenditure of advance:** Show the actual expenditure of the advanced funds. This report is due **within 30 days** of the date of the advanced check and must include copies of dated invoices and proof of payment. If the amount advanced is more than the amount spent, or the advanced amount is not spent within the 30 days, the unexpended funds are to be returned to the SERC within 45 days of the date of the check.
- 3) Request for reimbursement:** Complete and submit a financial report form, at a minimum quarterly, for all expenditures funded by the grant. Include copies of dated invoices and proof of payment. Any other form of documentation for expenditures must be approved by the SERC staff. If additional funds are used toward the project, report those expenditures as a **match** in the appropriate line on the report form.
- 4) Quarterly report required:** If there are no expenditures within the quarter, a report with an explanation of why is due by the end of the month following the end of the quarter. Due dates for quarterly reports are as follows:

October 31	- for reporting period July 1 to September 30;
January 31	- for reporting period October 1 to December 31;
April 30	- for reporting period January 1 to March 30; and
July 31	- for reporting period April 1 to June 30.
- 5) Final report:** There will be no further expenditures, the grant is closed, and no further reports are necessary. This report is due within 45 days

after the end of the award period, or anytime prior to the end of the award period if no further funds will be spent.

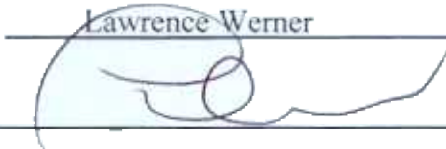
- B) **Exercise report:** Each LEPC must report to the SERC by January 31st of each year on at least one real event and/or tabletop, functional, or full-scale exercise or drill which tests the hazardous materials emergency response plan.
- C) **GRANT CHANGE REQUEST** - Grant expenditures are authorized for the purposes set forth in this application, as approved in the grant award, and in accordance with all applicable laws, regulations, and policies and procedures of the State of Nevada and the applicable federal granting agency. Any request for change in the project must be submitted to the SERC and approved in writing prior to its implementation. Approval may be required by the Funding Committee if the change is significant (SERC Policy 8.7).
- D) The applicant certifies, through the submission of the grant application for funding, neither the lead agency, county government nor any of its participating agencies are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.
- E) The applicant assures that the fiscal accountability of the funds received from the State Emergency Response Commission will be managed and accounted for by the lead agency's chief comptroller and that internal control and authority to ensure compliance with SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.
- F) The applicant and its contractors will comply with the nondiscrimination requirements of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the American Disabilities Act of 1992.
- G) The applicant will abide by audit requirements as specified in OMB Circular A-133, Audits of State and Local Governments as revised August 29, 1997.
- H) Any publication (written, visual, or audio) issued by the sub-grantee describing programs funded whole or in part with federal funds, shall contain the following statement:

“This program was supported by Grant #_____,
awarded by the Nevada State Emergency Response
Commission (and, if a HMEP grant, the U.S. Department
of Transportation). Points of view or opinions contained
within this document are those of the author and do not
necessarily represent the official position of policies of the
State Emergency Response Commission (and, if a HMEP
grant, U.S. Department of Transportation).”


- I) The applicant fully understands the State Emergency Response Commission has the right to suspend, terminate, or de-obligate grant funds to any grantee/sub-grantee that fails to conform to the requirements or the terms and conditions of its grant award.
- J) **LOBBYING** - No grant funds appropriated will be paid, by or on behalf of the grantee/sub-grantee, to any person for influencing or attempting to influence an officer, employee, or a member of Congress, or an officer, employee, or any member of the Nevada State Legislature.
- K) Project related income, (i.e., registration fees, royalties, sales of real and personal property) must be used for the purpose of furthering the goals and objectives of the project or program from which the income was generated. Interest earned must be returned to the State Emergency Response Commission.

ORIGINAL SIGNATURES REQUIRED

GOVERNMENTAL UNIT (I.E., COUNTY COMMISSION, COUNTY MANAGER)

NAME (PRINT): Lawrence Werner TITLE CITY MANAGER
SIGNATURE:  DATE: 3/4/09

LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN

NAME (PRINT): R. Stacey Giomi TITLE: FIRE CHIEF
SIGNATURE:  DATE: 3-3-09

RETURN THIS FORM WITH THE APPLICATION

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SERC**

LEPC COMPLIANCE CERTIFICATION

The following must be met by the Local Emergency Planning Committees (LEPCs) as requirements for compliance with federal and State laws and regulations, and SERC policies and procedures. This checklist must be completed, signed, and returned with grant application, or annually, by March 31, if the LEPC is not applying for grant funds.

A check mark in the squares on the left will indicate a YES response.

- ✓ Have changes in the LEPC Bylaws and Membership list been submitted to SERC?
- Bylaws reviewed/updated - Date: 12/02/08 Submitted: 12/10/08
- Membership list reviewed/updated - Date: 12/02/08 Submitted: 12/10/08
- ✓ Have LEPC meetings been held, at a minimum quarterly, and have agendas and minutes of all meetings, including special meetings, been forwarded to the SERC?
- ✓ Has the LEPC submitted all required reports which summarize the financial management of the active grants (*i.e., copies of invoices and verification of expenditures*)?
- ✓ Has the LEPC reviewed and/or updated its hazardous materials emergency plan (or haz-mat portion of the jurisdiction's "all hazards" plan) within the last year? Have Plan review results and updates been submitted to the SERC in writing along with a copy of the LEPC meeting minutes documenting review of the Plan?
- Review/update - Date: 12/02/08 Submitted: 12/29/08
- ✓ Has the LEPC conducted and reported on at least one incident or exercise, tabletop or full scale, of its hazardous materials emergency response plan within the last year? (**Actual Occurrence**)
- Indicate the date of the most recent exercise: 12/15/08 Reported: 01/15/09
- ✓ Has the LEPC met the **annual** requirement of publishing the Emergency Planning and Community Right-to-Know Act "information availability" in the local newspaper? Has the standard Affidavit of Publication been sent to the SERC?
- Date of publication: 11/19-21/08 Affidavit Submitted: 12/24/08

As chairman of the Carson City Local Emergency Planning
County Name

Committee, I attest all information provided on this compliance certification is accurate.

x Rent S. Shoni Date: 3/3/09
LEPC Chair Signature

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Nevada
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From: <correspondence@labsafety.com>
To: <DSHIREY@CI.CARSON-CITY.NV.US>
Date: 02/18/2009 8:31 AM
Subject: Quote Confirmation

Quote Date: 02/18/2009
Customer: DAN SHIREY
ID Number: 2645649
Quote Number: QC00367123
Requisition:
Pricing Valid to: 04/19/2009

QUOTE CONFIRMATION

Thank you for giving us the opportunity to quote on the products listed below. Prices are based on all products and quantities quoted and may change if lesser quantities or alternate products are ordered. Please note that if LSS product numbers were not supplied in your initial request, we will quote on the products that most closely match the products you indicated. Please review all products carefully to ensure we have met your specific needs.

When placing an order, please reference our Quote Number QC00367123.

Please refer to the notes at the end of this confirmation for important details regarding your quote.

QUOTE DETAILS

Product ID	Product Description	UOM	Qty	Lead Time	Unit Price	Total Price
125507	N/A DECON TABLE DISPSBL TIGER	BX	1	STOCK	401.00	401.00
125508	N/A TIGER CAT LINERS CAT MEDIC	BX	1	STOCK	141.00	141.00

Subtotal: 542.00
Freight: 20.39
Tax: 0.00
Total: 562.39

SHIPPING DETAILS

Address	Carrier	Freight Terms
CARSON CITY 777 S STEWART ST FIRE DEPT CARSON CITY, NV 89701-5218 UNITED STATES	UPS	CACH LOCKED

*Freight Terms of Locked are prepaid and added to the invoice as a separate line item. The consignee is responsible for all duties, taxes, additional storage fees and import licenses when required.

BILLING DETAILS:

CARSON CITY
777 S STEWART ST

FIRE DEPT

CARSON CITY, NV 89701-5218

United States

QUOTE NOTES

Notes

PRODUCT NOTES:

Product ID Line Notes

Customer Service

PHONE: 800-356-0783 or 608-754-2345

FAX: 800-543-9910 or 608-754-1806

EMAIL: Domestic: custsvc@labsafety.com Canada: Canada@labsafety.com

For 24-hour ordering convenience, visit our web site at www.lss.com

If you no longer wish to receive emailed correspondence, please do not hesitate to contact us.

CONDITIONS: We cannot guarantee that performance and other characteristics of a product will be perfectly comparable or appropriate for the customer's specific needs; it is the customer's sole responsibility to make that determination. If the entire quote is not ordered, pricing is subject to change. When responding to this email, please perform a reply with history so that the following conversational identifier "[THREAD_ID:12023116]" is included in your response.

Carson City Fire Dept.
RAMP Biodeflection Equipment Price List

Anthrax Test Kit	B1101	Material to perform 25 tests for Anthrax	\$650
Ricin Test Kit	B1102	Material to perform 25 tests for Ricin	\$525
Botulinum Test Kit	B1103	Material to perform 25 tests for Botulinum toxin	\$525
Pox Test Kit (Smallpox)	B1104	Material to perform 25 tests for Pox	\$650
RAMP Training Test Kit	B1109	Material to perform 25 training tests	\$425
<u>Each test kit contains:</u> <ul style="list-style-type: none"> • 25 RAMP Test Specific Test Cartridges with Assay Tips • Mini-Pet Pipette (70µL) • 25 Sample Buffer Vials • 25 Swabs • 10 Liquid/Surface Swipe swabs • Test Package Insert • Lot Card • Permanent Ink Marker 			
Date Issued	Issued by	Account	Quote number
Feb. 17, 2009	M.T. Bayliss	Carson City Fire Dept.	MTB -227

From: <correspondence@labsafety.com>
To: <DSHIREY@CI.CARSON-CITY.NV.US>
Date: 02/17/2009 11:46 AM
Subject: Quote Confirmation

Quote Date: 02/17/2009
Customer: DAN SHIREY
ID Number: 2645649
Quote Number: QC00366667
Requisition:
Pricing Valid to: 04/18/2009

QUOTE CONFIRMATION

Thank you for giving us the opportunity to quote on the products listed below. Prices are based on all products and quantities quoted and may change if lesser quantities or alternate products are ordered. Please note that if LSS product numbers were not supplied in your initial request, we will quote on the products that most closely match the products you indicated. Please review all products carefully to ensure we have met your specific needs.

When placing an order, please reference our Quote Number QC00366667.

Please refer to the notes at the end of this confirmation for important details regarding your quote.

QUOTE DETAILS

Product ID	Product Description	UOM	Qty	Lead Time	Unit Price	Total Price
125285XXL	CHEM SUIT CPF H.D. CVRL W/HOO	EA	4	STOCK	151.05	604.20
125285L	CHEM SUIT CPF H.D. CVRL W/HOO	EA	4	STOCK	142.50	570.00
125285XL	CHEM SUIT CPF H.D. CVRL W/HOO	EA	4	STOCK	142.50	570.00

Subtotal: 1744.20
Freight: 34.92
Tax: 0.00
Total: 1779.12

SHIPPING DETAILS

Address	Carrier	Freight Terms
CARSON CITY 777 S STEWART ST FIRE DEPT	UPS CACH	LOCKED

**CARSON CITY, NV 89701-5218
UNITED STATES**

*Freight Terms of Locked are prepaid and added to the invoice as a separate line item.á The consignee is responsible for all duties, taxes, additional storage fees and import licenses when required.

BILLING DETAILS:

**CARSON CITY
777 S STEWART ST**

FIRE DEPT

CARSON CITY, NV 89701-5218

United States

QUOTE NOTES:

Notes

PRODUCT NOTES:

Product ID Line Notes

Customer Service

PHONE: 800-356-0783 or 608-754-2345

FAX: 800-543-9910 or 608-754-1806

EMAIL: Domestic: custsvc@labsafety.com Canada: Canada@labsafety.com

For 24-hour ordering convenience, visit our web site at www.lss.com

If you no longer wish to receive emailed correspondence, please do not hesitate to contact us.

CONDITIONS: We cannot guarantee that performance and other characteristics of a product will be perfectly comparable or appropriate for the customer's specific needs; it is the customer's sole responsibility to make that determination. If the entire quote is not ordered, pricing is subject to change. When responding to this email, please perform a reply with history so that the following conversational identifier "[THREAD_ID:12012170]" is included in your response.